Denver Mart
Denver, CO
January 8-10, 2016

Dear Exhibitor:

Brede Exposition Services is pleased to have been selected as the Official Service Contractor for the upcoming ***Fly Fishing Show.*** We recognize that your participation in this event is a vital part of your firm's marketing program, and we want to do everything possible to make it profitable and rewarding for you.

Included in this service manual are forms for ordering various services and equipment. The Brede forms are to be returned to our office, the others to the specific contractors who are providing the services. Please review, complete, and submit your order forms as early as possible to take advantage of our discount pricing.

Please refer to the enclosed *Show Details* page for vital facts and information about this event. If you have any additional questions about Brede's services, please do not hesitate to call or email Brede's Fly Fishing Show Customer Service Representative at cscolorado@brede.com.

A Brede Service Desk will be maintained in the exhibit area during exhibitor move-in to answer any questions that arise and to assist with any last minute requirements.

We look forward to working with you and your company toward a successful show.

Thank you.

Brede

Brede Customer Service

- *303.399.8600 Fax 303.321.8694 e-mail:* cscolorado@brede.com
- *Office Hours: 8:00 AM - 4:30 PM (mountain time)*
- *No telephone orders accepted; please complete and submit your order and credit card information to Brede.*

Show Management

- Jenny Barkman / Ben Furimsky
- 814.443.3638 / 814.443.3943 (fax)
- info@flyfishingshow.com

Booths

Each 10' booth includes:

- 8' high back drape - Black/White/Green
- 3' high side drape - Black
- (1) one-line booth ID sign with booth number

Drape Colors: Black/White/Green Aisle Carpet Color: Hunter Green

The exhibit hall is NOT carpeted. Exhibitors may bring their own floor covering or rent carpet through Brede Exposition Services using the *Carpet Order* form.

Material Handling

Advance to Warehouse

Late to warehouse charges apply after: **December 30, 2015**

TO: Exhibiting Company Name and Booth #
FOR: The Fly Fishing Show
Brede Exposition Services
c/o YRC Freight
14700 Smith Road
Aurora, CO 80011

Direct to Show Site

Do not deliver prior to: **January 7, 2016**

TO: Exhibiting Company Name and Booth #
FOR: The Fly Fishing Show
c/o Brede Exposition Services
Denver Mart
451 East 58th Avenue
Denver, CO 80216

Exhibitor Schedule

Exhibitor Move-in:	Thursday	January 7, 2016	9:00 AM	—	10:00 PM
	Friday	January 8, 2016	7:30 AM	—	10:00 AM
Show Hours:	Friday	January 8, 2016	10:00 AM	—	6:00 PM
	Saturday	January 9, 2016	9:00 AM	—	5:30 PM
	Sunday	January 10, 2016	9:00 AM	—	4:30 PM
Exhibitor Move-out:	Sunday	January 10, 2016	4:30 PM	—	10:00 PM

- Drivers for all carriers must be checked in at the Brede Service Desk for pick-up of freight by: **8:00 PM on January 10, 2016.**

Utilities & Services

- For booth utilities and additional booth services, please contact the individual suppliers using the enclosed order forms.

Find more on Brede.com

phone *303.399.8600*
fax *303.321.8694*
e-mail *cscolorado@brede.com*

Brede EXPOSITION SERVICES

The Fly Fishing Show

Denver Mart
Denver, CO
January 8-10, 2016

The Fly FISHING Show

Information Form

Please make your show site representative aware of the following policies.

Important Deadlines

- Take advantage of advance order discount pricing! Orders must be received with payment in full no later than the following dates. Orders received with payment in full after discount deadline dates will be invoiced at "standard floor" pricing.

Carpet and furnishings rentals	**December 23, 2015**
Custom exhibits rentals	**December 23, 2015**
Labor orders	**December 23, 2015**

- Freight received at the warehouse after the deadline will incur an additional charge.

Advance shipments to warehouse to arrive by:	**December 30, 2015**
Shipments to show site to arrive no sooner than:	**January 7, 2016**

Payment Policies

- Orders received without full payment or credit card information will not be processed.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.
- For your convenience, we accept the following methods of payment: cash; checks and money orders drawn on U.S. banks in U.S. funds; and credit cards including VISA, MasterCard and American Express.
- Purchase Orders are not considered payment; therefore, a check or credit card is required.

Cancellations & Adjustments

- Cancellations are invoiced at 50% of original price, unless otherwise noted on order form.
- No adjustments will be made after close of the show.

Tax Exemption

- If tax exempt, a copy of your tax exempt certificate must accompany your order. This is not a resale certificate.
- No adjustments for tax exempt status will be made after close of the show.

Third Party Payment Billing

- The exhibiting company is ultimately responsible for the payment of all charges. If no arrangements are made for payment of invoice(s) by the third party prior to the last day of the show, charges will revert back to the exhibitor.

Miscellaneous

- Rental items not ordered, yet found in booths, are invoiced at "Standard Floor" pricing.
- All prices are in U.S. dollars ($).
- All rental items are subject to applicable taxes.
- All rental items remain the property of Brede Exposition Services.

Payment & Pricing Policies

Find more on Brede.com

phone *303.399.8600*
fax *303.321.8694*
e-mail *cscolorado@brede.com*

Brede EXPOSITION SERVICES

The Fly Fishing Show

Denver Mart
Denver, CO
January 8-10, 2016

The Fly FISHING Show

Required Form

This form must accompany any completed order form(s) submitted to Brede.
Payment Method must be completed to process orders.
Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: December 23, 2015

Order Summary

Carpet	$	
Tables & Accessories	$	
Brede Rental Exhibits	$	
Material Handling	$	
Labor	$	
Forklift	$	
Hanging Sign	$	
Booth Cleaning	$	
Graphics	$	
Total Due	$	

Payment Method

- For your convenience, we accept cash, checks and money orders drawn on U.S. banks in U.S. funds, VISA, MasterCard and American Express.
- Purchase Orders are not considered payment.
- All charges must be paid prior to close of show.
- Orders received without full payment or credit card information will not be processed.
- A credit card on file is required when using Brede Exposition Services.

☐ Third Party Payer

☐ Tax Exempt
include certificate

Our Federal ID #
84-1182654

☐ Pay By Credit Card

- Please complete the *Credit Card Authorization* form and submit with your order.

☐ Pay By Check or Money Order Payable to Brede Exposition Services

- International checks must be drawn on a U.S. bank, U.S. funds account only—processing fee of $25.00.
- Please include **The Fly Fishing Show** and booth number on all payments.

Check Number _____ Dated _____ Amount _____

Exhibiting Company

Company: _____ Contact: _____

Address: _____ City, State, Zip: _____

Phone: _____ Fax: _____ Email: _____

Booth Number _____

COMPLETE and SUBMIT this form:

by mail *Brede Exposition Services | 5140 Colorado Boulevard | Denver, CO 80216-3120 | USA* ***by fax*** *303.321.8694*

Order Summary / Payment Method

Brede EXPOSITION SERVICES

The Fly Fishing Show

Denver Mart
Denver, CO
January 8-10, 2016

The Fly FISHING Show

Required Form

This form must accompany any completed order form(s) submitted to Brede.
A credit card must be on file prior to the delivery of any goods or services.
Orders received without full payment or credit card information will not be processed.

Terms

- All charges must be paid prior to close of show.
- Orders received without full payment or credit card information will not be processed.
- A credit card on file is required when using Brede Exposition Services.
- Submitting credit card information and signature indicates agreement with the terms below.

Credit Card

I authorize Brede Exposition Services to charge any additional amounts incurred by me or my show representative, including material handling and/or labor charges. If credit card is declined, Standard Floor pricing prevails and a $25.00 service charge will be added.

☐ Third Party Payer

Cardholder's name (please print): _____

Cardholder's Signature: _____

Cardholder's Billing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Email: _____

VISA MC AMEX | | | | | | | | | | | | | | | |

EXP | | | |

Credit Card Authorization

Exhibiting Company _____

Booth Number _____

COMPLETE and SUBMIT this form:

by mail *Brede Exposition Services | 5140 Colorado Boulevard | Denver, CO 80216-3120 | USA* ***by fax*** *303.321.8694*

Brede EXPOSITION SERVICES

The Fly Fishing Show

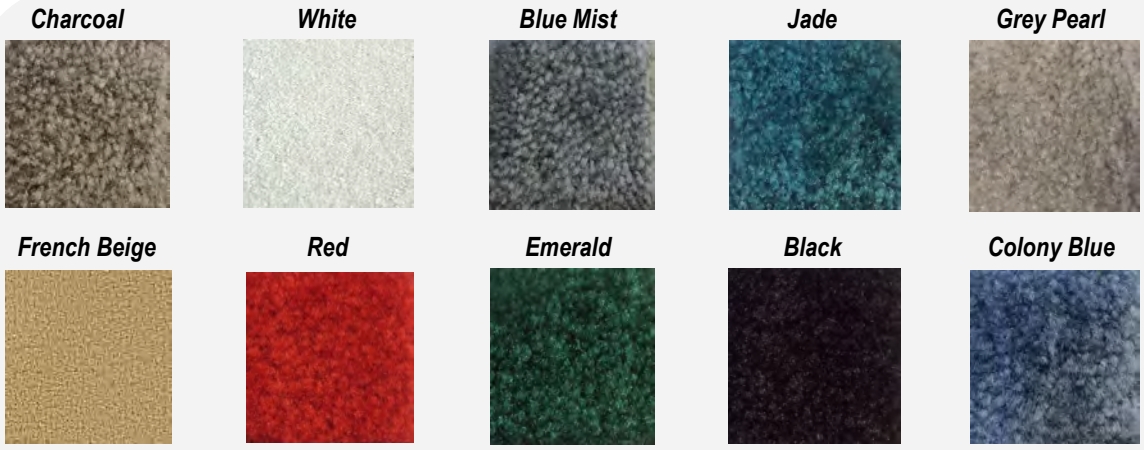
Denver Mart
Denver, CO
January 8-10, 2016

The Fly FISHING Show

Color Guide

Standard Carpet Colors

Plush Custom Carpeting



Display Table Drape Colors

Find more on Brede.com

phone 303.399.8600
fax 303.321.8694
e-mail cscolorado@brede.com

Brede EXPOSITION SERVICES

The Fly Fishing Show

Denver Mart
Denver, CO
January 8-10, 2016

The Fly FISHING Show

Order Form

Submit this form if you wish to rent carpet, visqueen, or padding from Brede.
Enter the Carpet Total below on Order Summary / Payment form.
Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: December 23, 2015

Find more on Brede.com

Standard Carpeting

Select from Standard Colors *(if no color is selected, show colors will prevail.)*

☐ Black ☐ Blue ☐ Teal ☐ Burgundy
☐ Red ☐ Grey ☐ Forest Green

Qty	Size		Advance	Standard	Subtotal
_____	10' Carpet		$ 131.00	$ 175.00	$ _____
_____	20' Carpet		$ 262.00	$ 348.00	$ _____
_____	30' Carpet		$ 392.00	$ 522.00	$ _____
_____	40' Carpet		$ 523.00	$ 696.00	$ _____
_____	Full Coverage	_____ x _____ = _____ sq. ft *(100 sq. ft. minimum)*	$ 3.20 *per sq. ft.*	$ 4.35 *per sq. ft.*	$ _____

- Standard carpets ordered in multiples of 2 or more do not include seaming and exact color match is not guaranteed.

Options

_____	Carpet Padding	_____ x _____ = _____ sq. ft	$ 1.08 *per sq. ft.*	$ 1.40 *per sq. ft.*	$ _____
_____	Visqueen	_____ x _____ = _____ sq. ft	$ 0.59 *per sq. ft.*	$ .75 *per sq. ft.*	$ _____

Plush Custom Carpeting

Select from Custom Colors

☐ Charcoal ☐ Cement ☐ Blue Mist ☐ Navy ☐ Grey Pearl ☐ French Beige
☐ Red ☐ Emerald ☐ Black ☐ Colony Blue ☐

_____	Full Coverage	_____ x _____ = _____ sq. ft *(100 sq. ft. minimum)*	$ 4.00 *per sq. ft.*	$ 5.40 *per sq. ft.*	$ _____

- Includes poly covering for protection.
- To guarantee availability, orders must be received 30 days prior to show move-in.
- Cancelled orders for custom carpet will be charged 100%.

Important Notes

- Orders cancelled prior to move-in will be charged 50% of the original price.
- Orders cancelled after move-in begins will be charged 100% of the original price.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Calculate

Subtotal $ _____
4.75% CO Tax $ _____
Carpet Total $ _____

- Transfer this total to the *Order Summary / Payment* form.
- Payment Method must be completed to process orders.
- Orders received without full payment or credit card will not be processed.

Booth Number _____

Exhibiting Company _____

COMPLETE and SUBMIT this form:

by mail *Brede Exposition Services | 5140 Colorado Boulevard | Denver, CO 80216-3120 | USA* ***by fax*** *303.321.8694*

Carpet

Brede EXPOSITION SERVICES

The Fly Fishing Show

Denver Mart
Denver, CO
January 8-10, 2016

Order Form

Submit this form if you wish to rent tables, risers or furnishings from Brede.
Enter the Table & Accessories Total below on Order Summary / Payment form.
Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: September 20, 2012

Tables

Qty	Item	Advance	Standard	Subtotal
Skirt Only for Denver Merchandise Mart 30" High Display Tables				
	Skirt Only - 4' table	$ 56.00	$ 70.00	$
	Skirt Only - 6' table	$ 64.00	$ 84.00	$
	Skirt Only - 8' table	$ 72.00	$ 94.00	$
	4th side drape ☐ 4' ☐ 6' ☐ 8'	$ 42.00	$ 54.00	$
White Vinyl for Denver Merchandise Mart Risers				
	4' Long Single Step ☐ 5"h ☐ 10"h	$ 21.50	$ 28.50	$
	4' Long Double Step ☐ 5"h ☐ 10"h	$ 38.00	$ 47.00	$
	6' Long Single Step ☐ 5"h ☐ 10"h	$ 26.00	$ 32.00	$
	6' Long Double Step ☐ 5"h ☐ 10"h	$ 39.00	$ 52.00	$
	8' Long Single Step ☐ 5"h ☐ 10"h	$ 27.50	$ 36.00	$
	8' Long Double Step ☐ 5"h ☐ 10"h	$ 43.00	$ 54.00	$
42" High Display Tables (includes white vinyl top, 3 side drape)				
	2' x 2' draped table	$ 105.00	$ 135.00	$
	4' x 2' draped table	$ 127.00	$ 161.00	$
	6' x 2' draped table	$ 140.00	$ 183.00	$
	8' x 2' draped table	$ 154.00	$ 202.00	$
	4th side drape	$ 41.00	$ 54.00	$
	2' x 2' undraped table	$ 65.00	$ 84.00	$
	4' x 2' undraped table	$ 88.00	$ 112.00	$
	6' x 2' undraped table	$ 100.00	$ 130.00	$
	8' x 2' undraped table	$ 113.00	$ 148.00	$

Accessories

Find more on Brede.com

Qty	Item	Advance	Standard	Subtotal
	Padded Side Chair - Grey	$ 55.00	$ 70.00	$
	Padded Arm Chair - Grey	$ 66.00	$ 85.00	$
	Custom Swivel Chair - Grey	$ 100.00	$ 130.00	$
	Counter Stool with Back - Grey	$ 72.00	$ 95.00	$
	Banana Counter Stool - Black	$ 144.00	$ 189.00	$
	Pedestal Table - White 30"d ☐ 30"h ☐ 42"h	$ 75.00	$ 102.00	$
	Pedestal Table - White 36"d ☐ 30"h ☐ 42"h	$ 78.00	$ 102.00	$
	Pedestal Table - Black 30"d ☐ 30"h	$ 173.00	$ 227.00	$
	Pedestal Table - Black 30"d ☐ 42"h	$ 216.00	$ 301.00	$
	Waste basket	$ 19.00	$ 24.00	$
	Floor Easel	$ 37.00	$ 50.00	$
	Sign Stand 22" x 28"	$ 78.00	$ 93.00	$
	Pole Easel	$ 37.00	$ 49.00	$
	Garment Rack	$ 60.00	$ 78.00	$
	Bag Rack	$ 60.00	$ 78.00	$
	Waterfall Rack ☐ Double ☐ Quad	$ 97.00	$ 126.00	$
	Literature Rack	$ 93.00	$ 121.00	$
	Tensa Stanchions - retractable	$ 68.00	$ 91.00	$
	Upright Base ☐ 3' ☐ 8'	$ 27.00	$ 35.00	$
	Crossbar/Slider	$ 27.00	$ 35.00	$
	3' high drapery (per ft)	$ 20.00	$ 25.00	$
	8' high drapery (per ft)	$ 22.00	$ 27.00	$

Select Drape Color *(if no color is selected, show colors will prevail.)*

☐ Black ☐ Blue ☐ Burgundy ☐ Forest Green ☐ Grey ☐ Plum
☐ Purple ☐ Red ☐ Teal ☐ White

Important Notes

- Orders cancelled prior to move-in will be charged 50% of the original price.
- Orders cancelled after move-in begins will be charged 100% of the original price.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Calculate

Subtotal $ _____
4.75% CO Tax $ _____
Table Total $ _____

- Transfer this total to the *Order Summary / Payment* form.
- Payment Method must be completed to process orders.
- Orders received without full payment or credit card will not be processed.

Booth Number _____

Exhibiting Company _____

COMPLETE and SUBMIT this form:

by mail *Brede Exposition Services | 5140 Colorado Boulevard | Denver, CO 80216-3120 | USA* ***by fax*** *303.321.8694*

Tables & Accessories - DM

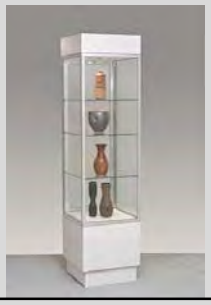
Order Form

Submit this form if you wish to rent Specialty Items from Brede.
Enter the Specialty Item Total below on Order Summary / Payment form.
Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: December 23, 2015

- Rental includes set-up and dismantle.
- All orders are subject to availability.

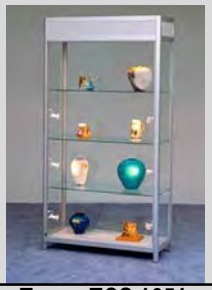
Tower TCS 2020



20" wide x 79" high x 20" deep

Qty.	Advance	Standard
_____	$525.00	$675.00

Tower TCS 1639



39" wide x 79" high x 16" deep

Qty.	Advance	Standard
_____	$575.00	$725.00

Tower TCS 1651

51" wide x 79" high x 16" deep

Qty.	Advance	Standard
_____	$625.00	$800.00

Standard Full View

60" wide x 38" high x 18" deep

Qty.	Advance	Standard
_____	$500.00	$625.00

70" wide x 38" high x 18" deep

Qty.	Advance	Standard
_____	$525.00	$675.00

Half View T85

47" wide x 37" high x 24" deep

Qty.	Advance	Standard
_____	$475.00	$600.00

Important Notes

- Orders cancelled prior to decorator move-in are subject to a 50% cancellation charge.
- On-Site orders are subject to availability and are subject to an additional 50% late charge.
- A credit card on file is required when using Brede Exposition Services.
- Payment in full must accompany your order.

Calculate

Subtotal	$ _____
4.75% CO Tax	$ _____
Display Total	$ _____

- Transfer this total to the *Order Summary / Payment* form.
- Payment Method must be completed to process orders.
- Orders received without full payment or credit card will not be processed.

Booth Number _____

Exhibiting Company _____

COMPLETE and SUBMIT this form:

by mail *Brede Exposition Services | 5140 Colorado Boulevard | Denver, CO 80216-3120 | USA* ***by fax*** *303.321.8694*

Display Cases

Brede EXPOSITION SERVICES

The Fly Fishing Show

Denver Mart
Denver, CO
January 8-10, 2016

The Fly FISHING Show

Order Form

Submit this form if you wish to rent Specialty Items from Brede.
Enter the Specialty Items Total below on Order Summary / Payment form.
Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: December 23, 2015

Find more on Brede.com

Specialty Items

Qty	Item				Advance	Standard	Subtotal
	1 Meter Counter - with locking doors (square) - White				$ 350.00	$ 455.50	$
	1 Meter Counter	☐ Black	☐ Blue	☐ Grey	$ 370.00	$ 481.00	$
	1 Meter Velcro Counter	☐ Black	☐ Blue	☐ Grey	$ 390.00	$ 507.50	$
	2 Meter Counter - with locking doors (square) - White				$ 550.00	$ 715.00	$
	2 Meter Counter	☐ Black	☐ Blue	☐ Grey	$ 575.00	$ 745.50	$
	2 Meter Velcro Counter	☐ Black	☐ Blue	☐ Grey	$ 600.00	$ 780.00	$
	1 Meter Curved Counter - with locking doors - White				$ 400.00	$ 520.00	$
	1 Meter Curved Counter	☐ Black	☐ Blue	☐ Grey	$ 420.00	$ 546.00	$
	1 Meter Curved Velcro Counter	☐ Black	☐ Blue	☐ Grey	$ 450.00	$ 585.00	$
	2 Meter Curved Counter - with locking doors - White				$ 500.00	$ 650.00	$
	2 Meter Counter	☐ Black	☐ Blue	☐ Grey	$ 525.00	$ 682.50	$
	2 Meter Curved Velcro Counter	☐ Black	☐ Blue	☐ Grey	$ 550.00	$ 715.00	$
	1 Meter Showcase				$ 400.00	$ 520.00	$
	2 Meter Showcase				$ 600.00	$ 780.00	$
	Computer Kiosk				$ 450.00	$ 585.00	$
	Ballot Box - Table				$ 130.00	$ 169.00	$
	Ballot Box - Floor				$ 275.00	$ 357.50	$
	Refrigerator - small (approx. 32"h x 19"d x 18"w)				$ 220.00	$ 286.00	$
	Raffle Drum - Ticket Tumbler				$ 80.00	$ 104.00	$

Important Notes

- Orders cancelled prior to move-in will be charged 50% of the original price.
- Orders cancelled after move-in begins will be charged 100% of the original price.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Calculate

Subtotal $ _____

4.75% CO Tax $ _____

Specialty Total $ _____

- Transfer this total to the *Order Summary / Payment* form.
- Payment Method must be completed to process orders.
- Orders received without full payment or credit card will not be processed.

Booth Number _____

Exhibiting Company _____

COMPLETE and SUBMIT this form:

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Specialty Items

Brede EXPOSITION SERVICES

The Fly Fishing Show

Denver Mart
Denver, CO
January 8-10, 2016

Order Form

Submit this form if you wish to rent Perfboards or Tackboards from Brede.
Enter the Perfboard or Tackboard Total below on Order Summary / Payment form.
Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: December 23, 2015

Find more on Brede.com

Perfboard / Tackboard

Qty	Item			Advance	Standard	Subtotal
	Horizontal Pegboard Panel	89 1/2" x 38"		$ 100.00	$ 130.00	$
	Vertical Pegboard Panel	38" x 89 1/2" - 1 panel		$ 100.00	$ 130.00	$
	Vertical Pegboard Panel	76" x 89 1/2" - 2 panels		$ 200.00	$ 260.00	$
	Vertical Pegboard Panel	114" x 89 1/2" - 3 panels		$ 300.00	$ 390.00	$
	Vertical Pegboard Side Panel	18" x 89 1/2"		$ 70.00	$ 91.00	$
	Single Pegboard Hook - 6" single			$ 2.75	$ 3.50	$
	Shelves - White laminate	3' x 8" wide		$ 25.00	$ 32.50	$
	Arm Light			$ 50.00	$ 65.00	$
	6' Grid Panel (1 piece)	☐ Chrome	☐ Black	$ 65.00	$ 84.50	$
	6' Corner Grid (2 pieces)	☐ Chrome	☐ Black	$ 130.00	$ 169.00	$
	6' Triangle Grid (3 pieces)	☐ Chrome	☐ Black	$ 185.00	$ 240.50	$
	6' Backwall Grid (5 pieces)	☐ Chrome	☐ Black	$ 325.00	$ 422.50	$
	8' Grid Panel (1 piece)	☐ Chrome	☐ Black	$ 70.00	$ 91.00	$
	Grid Panel Hook	☐ 4"	☐ 6"	$ 6.00	$ 7.75	$
	Base for Grid Panel			$ 24.00	$ 31.25	$
	4' x 8' Horizontal Velcro Compatible Posterboard - Grey			$ 131.00	$ 170.25	$
	Vertical Slatwall Panel	38" x 89 1/2" - 1 panel		$ 160.00	$ 208.00	$
	Vertical Slatwall Panel	76" x 89 1/2" - 2 panels		$ 320.00	$ 416.00	$
	Vertical Slatwall Panel	114" x 89 1/2" - 3 panels		$ 480.00	$ 624.00	$

Important Notes

- Orders cancelled prior to move-in will be charged 50% of the original price.
- Orders cancelled after move-in begins will be charged 100% of the original price.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Calculate

Subtotal $ _____

4.75% CO Tax $ _____

P/T Total $ _____

- Transfer this total to the *Order Summary / Payment* form.
- Payment Method must be completed to process orders.
- Orders received without full payment or credit card will not be processed.

Booth Number _____

Exhibiting Company _____

COMPLETE and SUBMIT this form:

by mail *Brede Exposition Services | 5140 Colorado Boulevard | Denver, CO 80216-3120 | USA* ***by fax*** *303.321.8694*

Perfboards & Tackboards

Brede EXPOSITION SERVICES

The Fly Fishing Show

Denver Mart
Denver, CO
January 8-10, 2016

The Fly FISHING Show

Order Form

Submit this form if you wish to rent a hardwall exhibit from Brede.
Please contact Brede if you would like to inquire about our Custom Rental Exhibits.
Enter the Rental Exhibits Total below on Order Summary / Payment form.
Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: December 23, 2015

Plan A: 10' N-Line Option Includes:

• Hardwall Panels • Carpet • (1) side chair • (1) counter • (2) shelves • Header • Labor to Install & Dismantle

Qty	Item	Advance	Standard	Subtotal
_____	White Hardwall Panels	$ 2,535.25	$ 3,066.00	$ _____
_____	Color Hardwall Panels	$ 2,848.75	$ 3,445.00	$ _____
_____	Velcro Compatible Panels	$ 3,190.50	$ 3,858.00	$ _____

Plan B: 20' N-Line Option Includes:

• Hardwall Panels • Carpet • (2) side chair • (1) counter • (4) shelves • Header • Labor to Install & Dismantle

Qty	Item	Advance	Standard	Subtotal
_____	White Hardwall Panels	$ 4,842.75	$ 5,856.00	$ _____
_____	Color Hardwall Panels	$ 5,526.50	$ 6,683.00	$ _____
_____	Velcro Compatible Panels	$ 6,067.75	$ 7,338.00	$ _____

Color Options:

Select Panel Color *(Hardwall Color/Velcro Panels)* ☐ Black ☐ Blue ☐ Grey

Select Carpet Color: ☐ Black ☐ Blue ☐ Teal ☐ Red ☐ Grey ☐ Burgundy ☐ Forest Green

Header Copy:

Header Copy ~ One line with block letters: _____

(Please print clearly. Logos, color, & special lettering available at an additional cost. Call for quote.)

Additional Options

Qty	Item	Advance	Standard	Subtotal
_____	Standard Counter 18"x39"x40"	$ 337.00	$ 413.00	$ _____
_____	Adjustable Shelves	$ 59.00	$ 71.50	$ _____
_____	Spot Lights (use w/ rental only)	$ 53.00	$ 64.00	$ _____

Additional booth furnishings can be found throughout manual. Look for upgraded carpet, carpet pad, graphics, chairs, etc.

Why Choose Custom?

Every exhibitor wishes to present a strong positive image of their company. What better way to do this than with a personalized exhibit?

Important Notes

- Electricity is not included with rental.
- Cancelled orders will be charged 100% of the original price.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Calculate

Subtotal $ _____

4.75% CO Tax $ _____

Est. Total $ _____

- Transfer this total to the *Order Summary / Payment* form.
- Payment Method must be completed to process orders.
- Orders received without full payment will not be processed.

Booth Number _____

Exhibiting Company _____

COMPLETE and SUBMIT this form:

by mail *Brede Exposition Services | 5140 Colorado Boulevard | Denver, CO 80216-3120 | USA* ***by fax*** *303.321.8694*

Brede Rental Exhibits

Brede EXPOSITION SERVICES

The Fly Fishing Show

Denver Mart
Denver, CO
January 8-10, 2016

The Fly FISHING Show

Why Choose Custom?

Exhibitors will have full access to Brede Exposition Services' design expertise. A Brede Design Specialist is available to create a customized exhibit that is within your desired budget. An attractive and functional exhibit will complement your marketing strategy, maximize your booth space, and enhance your presence on the show floor.

Inline

10x20

10x20

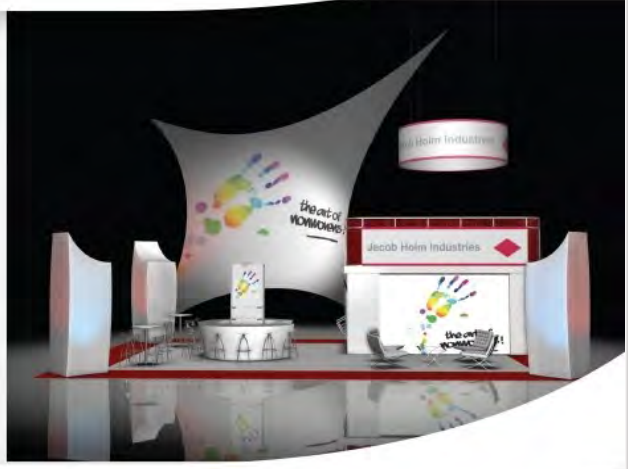
Island

20x20

15x30

Island

15x20



30x45

Custom Rental Exhibits

Find more on Brede.com

phone 303.399.8600
fax 303.321.8694
e-mail cscolorado@brede.com

Brede EXPOSITION SERVICES

The Fly Fishing Show

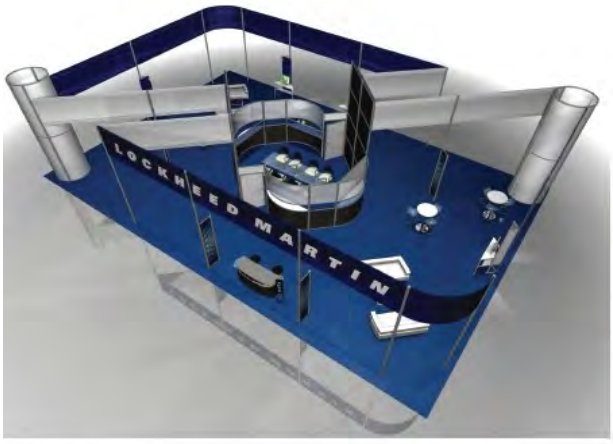
Denver Mart
Denver, CO
January 8-10, 2016

The Fly FISHING Show

Why Choose Custom?

We will work with you to create a customized exhibit to showcase your company. Most importantly, the Brede Design Team will work with you from the beginning concept through on-site completion.

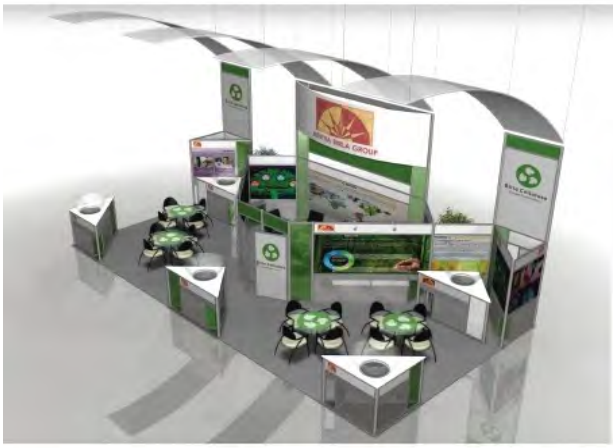
Custom



40x60

20x30

Custom

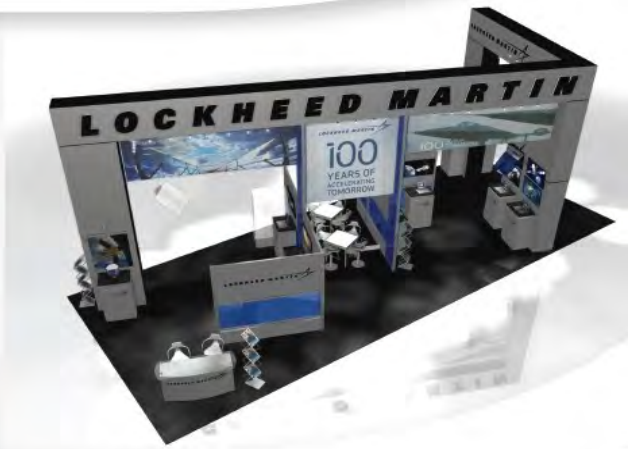


20x40

30x50

Custom

40x80



20x45

Custom Rental Exhibits

Find more on Brede.com

phone 303.399.8600
fax 303.321.8694
e-mail cscolorado@brede.com

Information Form

Brede Exposition Services' liability shall be limited to the physical loss or damage to the specific article which is lost or damaged as described below. Please make your show site representative aware of the following policy.

Limitations of Brede Exposition Services' Liability and Responsibility

1. Brede Exposition Services shall not be responsible for damage to uncrated materials, materials improperly packed, or concealed damage.
2. Brede Exposition Services shall not be responsible for loss, theft, or disappearance of exhibitor's materials after same have been delivered to exhibitor's booth.
3. Brede Exposition Services shall not be responsible for loss, theft, or disappearance of materials before they are picked up from exhibitor's booth for re-loading after the show. Brede bills of lading covering outgoing shipments which are tendered to Brede Exposition Services by exhibitors, will be checked at time of actual pickup from booth and corrections made where discrepancies occur.
4. Brede Exposition Services shall not be liable to any extent whatsoever for any actual, potential, or assumed loss of profits or revenues, or for any collateral costs, which may result from any loss or damage to an exhibitor's material which make it impossible or impractical to exhibit same.
5. The consignment or delivery of a shipment to Brede Exposition Services by an exhibitor, or by any shipper on behalf of any exhibitor shall be construed as an acceptance by such exhibitor (and/or other shipper) of the terms and conditions set forth in this bulletin.
6. Brede Exposition Services shall exercise ordinary diligence and care in the receiving, handling and storage of all shipments. Brede Exposition Services shall not be liable for loss or damage by fire, acts of God, or causes beyond its control. Brede Exposition Service's liability shall be limited to the physical loss or damage to the specific article which is lost or damaged. In any case, the liability of Brede Exposition Services is limited to $ .30 per pound per article, with a maximum of $50.00 per item, and a maximum of $1,000.00 per shipment. This applies while these goods are in Brede's warehouse, in vehicles for delivery, or at show site.
7. Claims for loss or damage which are not submitted to Brede Exposition Services within thirty (30) days of the close of the show on which the loss or damage occurred shall be considered waived. No suit or action shall be brought against Brede Exposition Services or its subcontractors more than one (1) year after the accrual of the cause of action therefore.
8. Shipments received without receipts, freight bills, or specified unit counts on receipts or freight bills (i.e., one lot, 800 cu. ft., etc.), such as UPS or van lines will be delivered to the exhibitor's booth without guarantee of piece count or condition. No liability will be assumed by Brede Exposition Services for such shipments.
9. Empty container labels will be available at the service desk. Affixing the labels is the sole responsibility of the exhibitor or his/her representative. All previous labels should be removed or completely covered. Brede Exposition Services assumes no responsibility for errors to the aforementioned procedure, removal of containers with old empty labels and without Brede Exposition Services labels, improper information on empty labels, or valuables stored in containers with empty labels.
10. Exhibitors should arrange for outgoing shipments during the show or immediately after its close. Brede will assist in the preparation of Brede bills of lading. Be sure that your material has been carefully crated or packed, and properly tagged or marked.
11. In order to expedite removal of materials, Brede Exposition Services shall have authority, without further clearance with exhibitors, to change designated carriers.
12. Labor and services ordered on behalf of exhibitors by display builders or other parties must be so authorized in a letter from exhibitors. Payment for all labor and services will be the responsibility of the exhibitor.
13. Freight handling charges are the responsibility of the exhibitor to whom shipments have been consigned. Also, charges for loading out freight shipments are the responsibility of the exhibitor from whose booth shipments are made. Exhibitors may not assign this responsibility to suppliers or customers.

    The exhibitor agrees, in the event of a dispute with Brede Exposition Services relative to any loss or damage to any of their materials or equipment, that they will not withhold payment of any amount due to Brede Exposition Services for Drayage or any other services provided by Brede Exposition Services as an offset against the amount of the alleged loss or damage. Instead, they agree to pay Brede Exposition Services at the close of the show for all such charges, and they further agree that any claim they may have against Brede Exposition Services shall be pursued independently by them as a completely separate transaction to be resolved on its own merits.
14. Service charge of 1-1/2% per month on any unpaid balance will be made starting 30 days after date of invoice.
15. Where an exhibitor indicates choice of carrier for pickup it is the exhibitor's responsibility to arrange with such carrier for said pickup service. If the carrier does not pick up within the time limited for the removal of exhibitor's materials at the Exhibit Hall, we reserve the right to forward such material by the shipping method of our choice or to remove said material to our warehouse for disposition, at an additional charge to the exhibitor in accordance with prevailing rates for the service performed.
16. Material left behind without orders placed at the Drayage Service Desk may be classified as abandoned. The Drayage Contractor shall not be responsible for same. We are not responsible for any delay of rush shipments. We will expedite such rush shipments to the best of our ability, but will not assume any financial responsibility for shipments which do not arrive at their destination at a dated time.
17. **EXHIBITORS ARE URGED TO CARRY ALL-RISK INSURANCE** covering your materials against damage, loss and all other hazards from the time shipments are made prior to the show until shipments are received back after the show. This can generally be done by adding "riders" to existing insurance policies, often at no additional cost. It is understood that Brede Exposition Services is not an insurer, that insurance, if any, shall be obtained by the exhibitor and the amounts payable to Brede Exposition Services hereunder are based on the value of the material handling services and the scope of Brede Exposition Services liability as set forth above.

Limits of Liability

phone 303.399.8600
fax 303.321.8694
e-mail cscolorado@brede.com

Brede EXPOSITION SERVICES

The Fly Fishing Show

Denver Mart
Denver, CO
January 8-10, 2016

The Fly FISHING Show

Information Form

Brede Exposition Services will receive your materials shipped in advance at our local warehouse, or shipped directly to show site. For detailed information regarding material handling services provided by Brede and the associated charges, please see below. Please make your show site representative aware of the following information.

Exhibitors may choose to ship freight to the advance warehouse or directly to show site. Brede will receive and manage the freight at the warehouse and on show site as described in the following pages. Material handling fees are paid to Brede for these material handling services, and are separate from and independent of freight transportation charges, which are paid to a freight carrier such as YRC, ABF, FedEx, or any other carrier of the exhibitor's choosing. Exhibitors are responsible for securing a carrier of their choosing and arranging freight transportation to and from the event, and all associated transportation fees.

Advance Shipments to the Warehouse

Deadlines and Info

- Receiving begins **30 days prior to exhibitor move-in.**
- Shipments received at the warehouse after **December 30, 2015** are subject to additional charges.
- Ship pre-paid; collect shipments will be refused
- Uncrated, pad wrapped or specialized equipment will not be accepted at the warehouse.
- Hazardous materials will not be accepted at the warehouse.

Advantages

There are several advantages to shipping advance to the warehouse versus directly to the show site:

- Exhibitors can confirm shipment has arrived and is intact in advance of the move-in date.
- Materials will be delivered to your booth prior to your arrival on site.
- Delivery dates and times are more flexible.

Advance Warehouse Rates

See below for definitions and descriptions of warehouse rates, and the *Material Handling Rates* form for the associated fees.

All material handling fees are calculated on a CWT basis (per hundredweight, or fraction thereof) per shipment, and vary depending on the type of shipment, the amount of handling and the time of day. Separate shipments will not be combined. Minimum charges will apply as shown on the *Material Handling Rates* form. Be sure to review these costs when you prepare your show budget. Contact Brede for assistance in estimating your material handling charges, based upon your specific needs.

Rates Include

Warehouse material handling rates include the following:

- Receiving exhibitor shipment at the advance warehouse, and storage beginning 30 days prior to the show.
- Movement of all exhibitor freight from warehouse to exhibit site.
- Materials unloaded and delivered to booth by move-in time.
- Pick-up and storing of shipping containers and boxes labeled EMPTY, and returning empty shipping containers to your booth at the close of the show. Empty labels may be obtained at the Brede Service Desk on show site. Empty containers are not accessible during the show.
- Removal of freight from booth, and reloading onto exhibitor's designated outbound carrier from the loading dock.

Crated or Skidded

Use this rate for shipments that arrive via common carrier such as YRC, ABF, etc., and can be unloaded at the dock with no additional handling required. Material that is skidded or is in any type of shipping container that can be unloaded at the dock with no additional handling required.

Special Handling

Use this rate for shipments that are crated van line shipments or packed in such a manner as to require special handling, such as ground loading, side door loading, constricted space loading and designated piece loading or stacked shipments. Also included are mixed shipments without certified weight tickets or delivery receipts, such as Fedex, UPS, POVs (personally owned vehicles).

Small Package

Use this rate for cartons/envelopes weighing less than 25 lbs. per shipment without documentation. These will be delivered to the booth without guarantee of piece count or condition.

Find more on Brede.com

phone *303.399.8600*
fax *303.321.8694*
e-mail *cscolorado@brede.com*

Material Handling Information

Brede EXPOSITION SERVICES

The Fly Fishing Show

Denver Mart
Denver, CO
January 8-10, 2016

The Fly FISHING Show

Information Form

Brede Exposition Services will receive your materials shipped in advance at our local warehouse, or shipped directly to show site. For detailed information regarding material handling services provided by Brede and the associated charges, please see below. Please make your show site representative aware of the following information.

Direct Shipments to Show Site

Deadlines and Info

- Do not ship to the facility prior to **January 7, 2016.** Early shipments to show site may be refused. Brede Exposition Services will be on show site at the loading dock to receive exhibitor materials only during move-in hours.
- Ship pre-paid; collect shipments will be refused.
- Hazardous materials will not be accepted at show site.

Direct to Show Site Rates

See below for definitions and descriptions of direct to show site rates, and the *Material Handling Rates* form for the associated fees.

All material handling fees are calculated on a CWT basis (per hundredweight, or fraction thereof) per shipment, and vary depending on the type of shipment, the amount of handling and the time of day. Separate shipments will not be combined. Minimum charges will apply as shown on the *Material Handling Rates* form. Be sure to review these costs when you prepare your show budget. Contact Brede for assistance in estimating your material handling charges, based upon your specific needs.

Rates Include

Direct to show site material handling rates include the following:

- Materials unloaded at loading dock and delivered to booth.
- Pick-up and storing of shipping containers and boxes labeled EMPTY, and returning empty shipping containers to your booth at the close of the show. Empty labels may be obtained at the Brede Service Desk on show site. Empty containers are not accessible during the show.
- Removal of freight from booth, and reloading onto exhibitor's designated outbound carrier from the loading dock.

Crated or Skidded

Use this rate for shipments that arrive via common carrier such as YRC, ABF, etc., and can be unloaded at the dock with no additional handling required. Material that is skidded or is in any type of shipping container that can be unloaded at the dock with no additional handling required.

Special Handling

Use this rate for shipments that are crated van line shipments or packed in such a manner as to require special handling, such as ground loading, side door loading, constricted space loading and designated piece loading or stacked shipments. Also included are mixed shipments without certified weight tickets or delivery receipts, such as Fedex, UPS, POVs (personally owned vehicles).

Uncrated, Unskidded, or Wrapped

Use this rate for shipments that are not in crates, cases, or boxes and/or pad wrapped, specialized equipment, unskidded machinery or uncrated POV shipments. Uncrated shipments are received at show site only.

Small Package

Use this rate for cartons/envelopes weighing less than 25 lbs. per shipment without documentation. Will be delivered to booth without guarantee of piece count or condition.

Overtime Charges

Inbound

Overtime charges apply on inbound shipments if:

- Your shipment is to be delivered to your booth before 8:00 am or after 4:00 pm on weekdays, or anytime on a Saturday, Sunday and/or Holiday, or
- Your shipment is received at the warehouse, and is delivered to show site before 8:00 am or after 4:00 pm on weekdays, or anytime on a Saturday, Sunday and/or Holiday, or
- A vehicle driver checks in at the Exhibit Site Check-In Area after 3:00 pm on weekdays, or anytime on a Saturday, Sunday and/or Holiday.

Outbound

Overtime charges apply on outbound shipments if:

- Your shipment is loaded after 4:00 pm on weekdays, or anytime on a Saturday, Sunday and/or Holiday, or
- Your carrier driver checks in at the Exhibit Site Check-In Area after 3:00 pm on weekdays, or anytime on a Saturday, Sunday and/or Holiday.

Find more on Brede.com

phone *303.399.8600*
fax *303.321.8694*
e-mail *cscolorado@brede.com*

Material Handling Information

Information Form

Brede Exposition Services will receive your materials shipped in advance at our local warehouse, or shipped directly to show site. For detailed information regarding material handling services provided by Brede and the associated charges, please see below. Please make your show site representative aware of the following information.

Material Handling Documentation

Inbound Bill of Lading

All inbound shipments must have a Bill of Lading or delivery slip showing the number of pieces, type of merchandise and weight. Shipments received without this information will be delivered to exhibitor's booth without guarantee of piece count or condition. No liability will be assumed by Brede for such shipments. Billed weight is based on incoming weight, whether outbound services are used completely or in part. The weight is rounded up to the next one hundred pounds (100 lbs) and is taken from the inbound Bill of Lading and/or the certified weight ticket. Separate shipments will not be combined. Shipments arriving without a specified weight on the Bill of Lading will be assigned an approximate weight by Brede. This weight will prevail.

Advance Warehouse Shipping Address

TO: Exhibiting Company Name and Booth #
FOR: The Fly Fishing Show
Brede Exposition Services
c/o YRC Freight
14700 Smith Road
Aurora, CO 80011

- Use this address and information on your inbound bill of lading if shipping your freight to the Advance Warehouse.
- Please use the freight labels provided in this service manual.
- Receiving hours: M - F 8:00 a.m. to 4:00 p.m.
- All shipments must be prepaid: collect shipments will be refused.
- Brede does not accept shipments that are not consigned to Brede Exposition Services. Such shipments will be refused.
- **All shipments to the Advance Warehouse must arrive by December 30, 2015 to avoid late charges.**

Direct to Show site Shipping Address

TO: Exhibiting Company Name and Booth #
FOR: The Fly Fishing Show
c/o Brede Exposition Services
Denver Mart
451 East 58th Avenue
Denver, CO 80216

- Use this address and information on your inbound bill of lading if shipping your freight Direct to Show site.
- Please use the freight labels provided in this service manual.
- All shipments must be prepaid: collect shipments will be refused.
- Brede does not accept shipments that are not consigned to Brede Exposition Services. Such shipments will be refused.
- **Shipments will be received at the facility no sooner than January 7, 2016 during move-in hours.**

Empty Containers, Labels

Exhibitors with crates or boxes that need to be returned to pack up booth equipment at the end of the show must affix empty labels on the containers as soon as they are empty. Empty labels will be available at the Brede Service Desk. Affixing the labels is the sole responsibility of the exhibitor. Brede assumes no responsibility for removal of containers with old empty labels, improper information on labels or valuables stored in containers with empty labels. Empty containers will be removed from the floor and stored until the close of the show. You will not have access to empty containers during the show. In most cases, empty containers may not be stored in your booth during the show as it is a fire hazard.

Outbound Bill of Lading

Outbound shipping is not an automatic process. Outbound Bills of Lading must be completed and turned in to the Brede Service Desk: **do not leave outbound Bills of Lading in your booth**. Exhibitors who wish to ship outbound materials via any carrier other than the show carrier must advise carrier to be checked in at the Brede Service Desk by the driver check-in time specified on the *Show Details* page. Drivers are placed in line for loading on a first-come, first-serve basis, provided the exhibitor is completely packed and a Bill of Lading has been turned in to the Service Desk. Drivers whose Bills of Lading have not been turned in will be placed in a holding queue until the booth is packed and the Bill of Lading is turned in. Should your carrier fail to check in by the designated time, Brede reserves the right to re-route shipment via the official show carrier as necessary, at the exhibitor's expense.

Find more on Brede.com

phone 303.399.8600
fax 303.321.8694
e-mail cscolorado@brede.com

Order Form

Submit this form if you will be shipping materials to the advance warehouse or show site.
Use the rates and calculator below to estimate your material handling charges.
Enter the Material Handling Estimate below on Order Summary / Payment form.
Orders received without full payment or credit card information will not be processed.

Material Handling Rate Schedule

- For full definitions and descriptions of all rates, and rules, see the *Material Handling Information* forms included in this manual.
- All material handling fees are calculated on a CWT basis (per hundredweight, or fraction thereof) per shipment, and vary depending on the type of shipment, the amount of handling and the time of day. Separate shipments will not be combined. Minimum charges will apply as shown below. Be sure to review these costs when you prepare your show budget. Contact Brede for assistance in estimating your material handling charges, based upon your specific needs.

Description	***Material Handling Rate*** *Rates below include any applicable OT charges* *per 100 lbs* 200 lb minimum charge per shipment
Advance to Warehouse: Crated	$97.00
Direct to Show site: Crated	$98.00
Advance to Warehouse: Special Handling	$201.00
Direct to Show site: Special Handling	$116.00
Direct to Show site: Uncrated, Unskidded, or Wrapped	$130.00

Additional Services	
Late shipments, off-target shipments & site shipments received before published move-in or after show opening. Freight received at the warehouse after **December 30, 2015** or at show site prior to published move-in or after show opening, add an additional charge per 100 lbs. Additional transportation charges may apply.	$27.00 *per 100 lbs.*
Spotting Fee. Any vehicles driven into the exhibit hall under their own power will incur a round-trip spotting fee. Vehicles not moved in under their own power will be unloaded and charged based on weight.	$160.00 *round trip*
Special Services. Shipments returned to warehouse will be charged $15.00 per 100 lbs. with a $250.00 minimum. Storage will be charged if shipment is not routed or picked up after three working days. Storage fees prior to 30 days before show, or after 3 days following the show are $1.25 per 100 lbs. per day with a $35.00 minimum. On-site container storage for freight brought in by exhibitors is $30.00 per piece.	

Calculate Estimated Material Handling Charges

Select: ☐ Advanced ☐ Direct

Carrier(s)	Tracking # or Shipped From	Date of Arrival	# Pieces	Est. Weight *CWT*		Rate *per CWT*		Estimated Cost *200 lb minimum*
					X		=	$
					X		=	$
					X		=	$
Transfer this total to the *Order Summary / Payment* form. Payment Method must be completed to process orders. Orders received without full payment or credit card will not be processed.						**TOTAL**		$

Show Site Contact Name _____ Show Site Phone _____

Exhibiting Company _____

Booth Number _____

COMPLETE and SUBMIT this form:

by mail *Brede Exposition Services | 5140 Colorado Boulevard | Denver, CO 80216-3120 | USA* ***by fax*** *303.321.8694*

Material Handling Rates

Information Form

By completing and submitting the Material Handling order form, exhibitor acknowledges reading and accepting the terms and conditions included on the Material Handling Information forms, as well as the Limits of Liability form. Please review these money-saving tips to make the most efficient use of your material handling budget. Please make your show site representative aware of the following information.

Money-Saving Tips

In General

- Ship via common carrier to avoid possible special handling surcharges.
- Ship early to avoid overnight charges whenever possible.
- Furnish accurate weight tickets with your shipment.
- Properly label/address all shipments to avoid time-consuming re-routes, mis-deliveries, and delays. Remove old shipping labels before you send materials, and attach new labels with complete information. Shipping labels are provided in this service manual for your convenience.
- When shipping direct to show site, confirm in advance that your carrier can guarantee delivery of your freight to the exhibit facility during move-in dates. When possible, schedule shipments to arrive during straight time rather than overtime periods.
- Label your freight with the number of total pieces – example 1 of 3, 2 of 3 and 3 of 3.
- Take a copy of tracking numbers to the show, as well as origination and destination points, piece counts, arrival dates and phone numbers for tracking purposes.

Consolidate Your Shipment

- Separate shipments received by Brede will not be combined. The minimum 200 lb. charge applies to each shipment Brede receives.
- Consolidate your shipment whenever possible to avoid multiple minimum charges.

  For example:

  - 1 piece weighing 36 lbs. charged @ 200 lb. minimum x $97.00 per CWT = $194.00
  - 1 piece weighing 62 lbs. charged @ 200 lb. minimum x $97.00 per CWT = $194.00
  - 1 piece weighing 54 lbs. charged @ 200 lb. minimum x $97.00 per CWT = $194.00

  TOTAL cost of three shipments arriving *separately*: $582.00

  OR

  - 3 pieces totaling 152 lbs @ 200 lb minimum x $97.00 per CWT = $194.00

  TOTAL cost of one *consolidated* shipment: $194.00 ***Savings of $388.00***

- Shipments arriving at the same time from different destinations are considered separate shipments.
- Please be aware that small package handlers may split shipments resulting in Brede receiving multiple shipments.

Material Handling Tips

phone 303.399.8600
fax 303.321.8694
e-mail cscolorado@brede.com

ADVANCE WAREHOUSE

EXHIBIT MATERIAL

Rush to:

Brede EXPOSITION SERVICES

c/o YRC Freight

14700 Smith Road

Aurora, CO 80011

The Fly Fishing Show

Denver Mart
Denver, CO
January 8-10, 2016

Exhibitor _____

Booth _____

Late to warehouse charges apply after:

December 30, 2015

ADVANCE WAREHOUSE

EXHIBIT MATERIAL

Rush to:

Brede EXPOSITION SERVICES

c/o YRC Freight

14700 Smith Road

Aurora, CO 80011

The Fly Fishing Show

Denver Mart
Denver, CO
January 8-10, 2016

Exhibitor _____

Booth _____

Late to warehouse charges apply after:

December 30, 2015

- These shipping labels are provided for your convenience to assist in preparing shipments to the advance warehouse.
- Please cut along dashed lines and affix one to each piece of your shipment to the advance warehouse.
- Please make additional copies of these labels as needed.

Important notes: Warehouse is not temperature controlled.
Hazardous materials will not be accepted at the warehouse.

DIRECT TO SHOW SITE

EXHIBIT MATERIAL

Rush to:

Brede EXPOSITION SERVICES

Denver Mart

451 East 58th Avenue

Denver, CO 80216

The Fly Fishing Show

Denver Mart
Denver, CO
January 8-10, 2016

Exhibitor

Booth

Do not deliver prior to:

January 7, 2016

DIRECT TO SHOW SITE

EXHIBIT MATERIAL

Rush to:

Brede EXPOSITION SERVICES

Denver Mart

451 East 58th Avenue

Denver, CO 80216

The Fly Fishing Show

Denver Mart
Denver, CO
January 8-10, 2016

Exhibitor

Booth

Do not deliver prior to:

January 7, 2016

- These shipping labels are provided for your convenience to assist in preparing shipments direct to the show site.
- Please cut along dashed lines and affix one to each piece of your shipment direct to the show site.
- Please make additional copies of these labels as needed.

Important note: Hazardous materials will not be accepted at show site.

Brede EXPOSITION SERVICES

The Fly Fishing Show

Denver Mart
Denver, CO
January 8-10, 2016

The Fly FISHING Show

Order Form *Complete this form to request a pre-printed outbound bill of lading and shipping labels for your outbound shipment. Forms and labels will be delivered to your booth at show site.*

Requests must be submitted by: December 23, 2015

Notes

- Please complete one form per shipment.
- Please review the *Material Handling Information*, *Material Handling Rate Schedule*, and *Limits of Liability* forms.
- **Do not leave Bills of Lading in your booth!**

Outbound Shipping Information

Consigned to (Ship to:) _____

Attention: _____

Destination (Street Address): _____

City: _____ State: _____ Zip: _____

Method

Ground

☐ YRC Freight ☐ Other Ground _____

Air

☐ Platinum Cargo ☐ Other Air _____ ☐ Next Day ☐ 2nd Day ☐ Deferred

Freight Charges Guaranteed By

Company/Exhibitor: _____

Attention: _____

Permanent Street Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Shipping Labels Request

Label Request

# of Shipping Labels Requested: ____

Exhibitors using FedEx or UPS must provide pre-printed labels with the account number.

Exhibiting Company _____

Booth Number _____

COMPLETE and SUBMIT this form:

by mail *Brede Exposition Services | 5140 Colorado Boulevard | Denver, CO 80216-3120 | USA* ***by fax*** *303.321.8694*

Bill of Lading & Labels Request

Exhibit Services

Reliable trade show shipping services

YRC FREIGHT

The show must go on!

YRC Freight is ready to customize transportation solutions for any exhibit shipment, any size load, delivering great service, savings and simplicity.

After the show, specify YRC Freight for the move out on the materials handling agreement (MHA), then give us a call. We'll take it from there.

And if others handle your trade show shipping, remember to tell them about YRC Freight savings and service.

Delivering confidence at the show

- 100% inbound service guarantee* at no additional cost
- On-site Exhibit managers monitor your inbound shipments for on-time, smooth move ins
- Time-Critical expedited
- Comprehensive North American coverage and online visibility

Giving you more for your money

- Lowest trade show shipping fees in the industry
- 30 days free storage prior to the show; a great way to save when moving from show to show
- No detention fees at trade shows
- No extra fees for weekend/after-hour pickups

Keeping it simple for you

- Exhibit customer service representatives available 24/7; call 1-800-531-EXPO (3976)
- Around-the-clock assistance with quotes, bookings, tracking or expediting
- Single-shipment transportation for your entire display
- Online shipment visibility throughout the move on my.yrcfreight.com

* Subject to applicable Tariffs and Rules and Conditions publications.

Confidence Delivered.®

yrcfreight.com | 800.531.EXPO (3976) | Live Chat

YRC FREIGHT

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Platinum Expo and Trade Show Service

"Synchronizing the Many Facets of Trade Show and Event Planning"

Platinum Cargo Logistics is a specialist in providing a specialized services in transport and logistics. Platinum is your partner when it comes to synchronizing the many components and demands of getting your trade show booth and equipment to and from show. ....On time .... Every time!

When it comes to coordinating the logistics and transportation planning in to or out of the show site, convention center, hotels, advanced receiving sites, our commitment to customer support is unparalleled in our industry. We combine an extensive network of resources and in depth understanding of the entire process. Platinum will ensure that your product arrives and departs in a timely manner, because we know that the trade show business is urgent and time specific.

Platinum also provides full web tracking solutions which are available with an assigned user name and password. The Platinum Ship system provides the ability to create bills of lading on line, dispatch pickups, print labels and real time updates and the milestones of the shipment through to proof of delivery.

SERVICES:

- **Show Site Shipping Coordination**
- **Door to Door Air and Ground Expedite Services throughout North America**
- **Full Truck Load Services / Exclusive Use Vehicle**
- **Less than Truck Load Services**
- **Door To Door International Air Expedited Services Worldwide**
- **Ocean Full Container and Less Than Container Load Services**
- **Crating and Packaging Services**
- **Warehousing and Distribution**

Please contact our centralized customer service team in Denver today to request a quote and learn more about how we can assist with your Trade Show and Expo transportation and logistics needs.

Platinum Cargo Logistics
Available 24/7 - Weekends, Holidays, and After Hours

Office: 866-260-5587 /Fax: 720-374-3099 /Mobile: 303-257-7947 /Email: denops@platinumcargo.com

Brede EXPOSITION SERVICES

The Fly Fishing Show

Denver Mart
Denver, CO
January 8-10, 2016

The Fly FISHING Show

Information Form

We have provided these definitions to acquaint you with specific guidelines for labor. Trade shows, conventions and special events in this vicinity are governed by local union contracts. Please review the following information in order to better understand the applicable union jurisdictions. If you have any questions once you have read this, please address them directly to Brede Exposition Services.

Material Handling

All material handling, other than exhibitor owned vehicles as described below, will be handled by the Official Service Contractor, including unloading or loading of any and all contracted carriers. Please refer to the material handling section of your exhibitor service kit for rates and liability information. This is a chargeable service.

Exhibitors and show organizers may handle their own material if it can be carried in within the allowed 15 minute dock pass. Exhibitors may not borrow or rent their own hand trucks, dollies, flat trucks, pallet jacks or other material handling equipment. Any item that cannot be carried by one person must be handled by the Official Service Contractor. To ensure orderly and safe move-in and move-out, all docks and vehicle traffic are under exclusive control of the Official Service Contractor. As conditions and time permit, space may be made available to exhibitor owned vehicles to load and unload. One person must remain with the vehicle at all times. Due to time constraints, vehicles must be loaded or unloaded within the 15 minutes. A time dock pass will be issued. Unattended vehicles will be towed at the owner's expense. The above will be strictly enforced.

Booth Labor

Currently we have an agreement with the International Alliance of Theatrical and Stage Employees (IATSE) Local Union to provide labor for display installation and dismantling. Full-time employees of the exhibiting companies, however, may set their own exhibits without assistance from this local union. Any installation & dismantle labor services that may be required beyond what your regular full-time employees can provide must be rendered by the Union. Installation & dismantle labor can be ordered in advance by returning the *Labor Order* form, or at show site at the service desk. Proof of full-time employment status may be requested by the Union Steward of any personnel working in your booth.

Safety

Standing on chairs, tables or other rental furniture is prohibited. This furniture is not engineered to support your standing weight. Brede cannot be responsible for injuries or falls caused by the improper use of this furniture. If assistance is required in the assembly/dismantle of your booth, please order labor on the enclosed *Labor Order* form and the necessary ladders and tools will be provided.

Gratuities

Brede Exposition Services requests that exhibitors do not tip our employees. Do not give coffee breaks other than mid-morning and mid-afternoon when union employees have a fifteen minute paid break. Any attempts to solicit a gratuity by an employee for any service should be reported immediately to a Brede supervisor. Employees of Brede are paid at an excellent wage scale denoting a professional status, and we feel that tipping is not necessary. This applies to all Brede employees.

In General

Craftsmen at all levels are instructed to refrain from expressing any grievances or directly challenging the practices of any exhibitor. All questions originated by labor are to be expressed directly to Brede management personnel. It is recommended that any questions arising with regard to union jurisdiction or practices should be directed to a management representative of Brede.

Labor Guidelines: Denver

phone *303.399.8600*
fax *303.321.8694*
e-mail *cscolorado@brede.com*

Brede EXPOSITION SERVICES

The Fly Fishing Show

Denver Mart
Denver, CO
January 8-10, 2016

Order Form

Submit this form if you would like to order labor from Brede. Labor is available for installation and dismantling of exhibits, and for shrink wrapping and banding of materials.
Enter the Total below on Order Summary / Payment form.
Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: December 23, 2015

Option A: Brede Supervised

- Option for installation to occur prior to exhibitor's arrival.
- Reduce at-show expenses and time spent.
- Labor under Brede supervision is straight time when possible.

☐ Check for Brede Supervised Labor

- Brede Supervision costs **30%** of total labor bill.
- There is a **$50.00** minimum charge for supervision per installation and dismantle.

Installation

Shipped:
☐ Warehouse
☐ Show site

Shipment :
☐ Crates
☐ Boxes
☐ Carpet/Pad

Carpet:
☐ From Brede
☐ Shipped
☐ None

Blueprints/Instructions:
☐ Attached
☐ with Display-Crate # _____

Electrical under carpet:
☐ Yes ☐ No

Location: _____

Delivery Date: _____

Special Equipment Required:

_____

Dismantle

An Outbound Bill of Lading must be completed and turned in at the Brede Service Desk.

Please provide the following information:

Ship to: _____
Attn: _____
Address: _____
City, ST, Zip: _____

Official show carrier: ☐ Ground ☐ Air
Other carrier*: _____

**Show site Bill of Lading prevails.*

Option B: Exhibitor Supervised

- All work is performed under direction of the exhibitor.
- Exhibitor must meet labor at Brede Service Desk at scheduled time.

☐ Check for Exhibitor Supervised Labor

Show Site Contact: _____

Phone #: _____

Labor Rates

Straight Time *Monday - Friday 8:00a.m.- 4:30p.m.*	$72.00 *per person per hour*
Overtime *Monday - Friday 4:30p.m.– Midnight, All day Saturday & Sunday*	$107.00 *per person per hour*
Double Time *Monday - Sunday Midnight - 8:00a.m.*	$144.00 *per person per hour*

- **One hour minimum** per laborer. Labor is then charged in 1/2 hour increments per laborer.
- *Use labor rates at left to complete "Rate per laborer" column based on Straight, Overtime, or Double Time.
- Add Brede Supervision column only if using Option A.
- Multiply Subtotal Labor Cost by .30 for Brede Supervision cost.

Estimate Costs

	Date Time	*# Laborers Requested*		*Est. Hrs. per laborer*		*Total Hrs.*		*Rate* per person per hour*		*Subtotal*		*Brede Supervision (Subtotal X .30)*		*Estimated Cost*
Installation	_____		X		=		X		=	$	+	$	=	$
Dismantle	_____		X		=		X		=	$	+	$	=	$

Important Notes

- A 30% surcharge will be assessed to all Late/Floor orders.
- Orders not cancelled prior to move-in will result in a minimum one-hour charge per laborer requested.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Calculate Total

Est. Total $ _____

- Transfer this total to the *Order Summary / Payment* form.
- Payment Method must be completed to process orders.
- Orders without payment source will not be processed.

Booth Number _____

Exhibiting Company _____

COMPLETE and SUBMIT this form:

by mail *Brede Exposition Services | 5140 Colorado Boulevard | Denver, CO 80216-3120 | USA* ***by fax*** *303.321.8694*

Labor

Brede EXPOSITION SERVICES

The Fly Fishing Show

Denver Mart
Denver, CO
January 8-10, 2016

The Fly FISHING Show

Order Form

Submit this form if you would like to order forklift labor from Brede Exposition Services..
Enter the Total below on Order Summary / Payment form.
Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: December 23, 2015

This service is available to assist you with your setup, unskidding, and/or spotting of machinery once it has been delivered to your booth. You do not need to order forklifts to unload your truck or deliver your freight to your booth from the loading dock.

Please call your Brede Customer Service Representative for a quote if you require a forklift for over 5,000 lbs. capacity, a cage, or a crane.

Forklift Rates

	Up to 5,000 lbs. capacity forklift & operator per hour	*Helper* per person per hour
Straight Time *Monday-Friday 8:00a.m.- 4:30p.m.*	$184.00	$72.00
Overtime *Monday-Friday 4:30p.m.– Midnight, All day Saturday & Sunday*	$214.00	$106.00
Double Time *Monday—Sunday Midnight—8:00a.m.*	$369.00	$144.00

- **One hour minimum** per laborer.
- Labor is then charged in 1/2 hour increments per laborer.

Order Details

Describe work to be done:

- ☐ Spotting of Equipment
- ☐ Installation/Dismantle of Header
- ☐ Other _____

Please specify other equipment:

- ☐ Straps
- ☐ Chains
- ☐ Fork Extensions

Four (4) Stage Forklift Required: ☐ Yes ☐ No

Contact responsible for move-in: _____ ***Phone #:*** _____

Estimate Costs

	Date Time	***Heaviest Piece*** *(lbs.)*	***# of Forklifts*** *up to 5,000 lbs. (w/Operator)*		***Est. Hrs.*** *per Forklift*		***Rate*** *per hour*		***Estimated Cost***
Installation	_____ _____			X		X	$	=	$
Dismantle	_____ _____			X		X	$	=	$

Important Notes

- 30% surcharge will be assessed to all Late/Floor orders.
- One hour will be charged on orders cancelled without 48 hour notice.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Calculate Total

Est. Total $ _____

- Transfer this total to the *Order Summary / Payment* form.
- Payment Method must be completed to process orders.
- Orders received without full payment or credit card will not be processed.

Booth Number _____

Exhibiting Company _____

COMPLETE and SUBMIT this form:

by mail *Brede Exposition Services | 5140 Colorado Boulevard | Denver, CO 80216-3120 | USA* ***by fax*** *303.321.8694*

Forklift

Brede EXPOSITION SERVICES

The Fly Fishing Show

Denver Mart
Denver, CO
January 8-10, 2016

The Fly FISHING Show

Order Form

Submit this form if you would like to order hanging signs labor from Brede Exposition Services.
Brede is available for assembly, installation, and removal of any hanging signs.
Enter the Total below on Order Summary / Payment form.
Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: December 23, 2015

Signs Conditions

- Must conform to show management rules and regulations and facility limitations.
- Must have approved rigging points with the exception of cloth banners.
- Signs requiring electrical must be in working order and in accordance with the National Electrical Code. ***(Place electrical order on the appropriate form).***
- A detailed diagram must be forwarded to our office with this completed form prior to the show.

Hanging Signs Rates

	Rate for Lift & Crew *Per Hour*
Straight Time *Monday-Friday 8:00a.m.- 4:30p.m.*	$373.00
Overtime *Monday-Friday Midnight.- 8:00a.m.* *All day Saturday & Sunday*	$474.00
Double Time *Monday—Sunday Midnight—8:00a.m.*	$746.00

- The minimum crew consists of an operator, an additional laborer, and the equipment.
- There is a **one hour minimum** per laborer & equipment. Charges are by 1/2 hour increments thereafter for installation.
- There is a **one hour minimum** charge for the removal of hanging signs.
- Materials and Pick Points will be priced as needed.

Order Details

Weight *(lbs)* _____

Height *(ft)* _____

Length *(ft)* _____

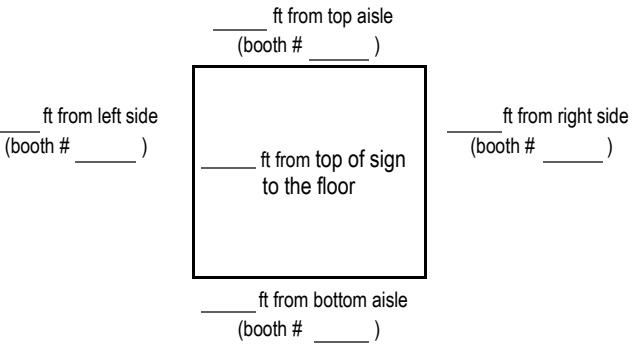
Type
- ☐ Fabric
- ☐ Metal
- ☐ Wood
- ☐ Truss

Shape
- ☐ Circle
- ☐ Square
- ☐ Triangle

Electrical
- ☐ Yes
- ☐ No

Chain Motor
- ☐ Yes
- ☐ No

Assembly Required
- ☐ Yes
- ☐ No


_____ ft from top aisle
(booth # _____)
_____ ft from left side
(booth # _____)
_____ ft from top of sign to the floor
_____ ft from right side
(booth # _____)
_____ ft from bottom aisle
(booth # _____)

Estimate Costs

	Date Time	*Hanging Signs Rate*		*Est. Hrs.*		*Subtotal Cost*		*Brede Supervision* *(Subtotal X .30)*		*Estimated Cost*
Installation	_____	$	X		=		+	$	=	$
Dismantle	_____	$	X		=		+	$	=	$

Important Notes

- Brede reserves the right to refuse to hang a sign if, in their opinion, it appears unsafe.
- 30% surcharge will be assessed to all Late/Floor orders.
- Orders cancelled prior to move-in will be charged 50% of the original price.
- Orders cancelled after move-in will be charged a one-hour fee per crew & equipment.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Calculate Total

Est. Total $ _____

- Transfer this total to the *Order Summary / Payment* form.
- Payment Method must be completed to process orders.
- Orders received without full payment or credit card will not be processed.

Booth Number _____

Exhibiting Company _____

COMPLETE and SUBMIT this form:

by mail *Brede Exposition Services | 5140 Colorado Boulevard | Denver, CO 80216-3120 | USA* ***by fax*** *303.321.8694*

Hanging Sign

Brede EXPOSITION SERVICES

The Fly Fishing Show

Denver Mart
Denver, CO
January 8-10, 2016

The Fly FISHING Show

Order Form

Submit this form if you will wish to order Brede's cleaning service for your booth in order to maintain booth cleanliness post set-up and throughout the show.
Enter the Total below on Order Summary / Payment form.
Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: December 23, 2015

Cleaning Options

Select	Service	Days		Booth Size (100 sq. ft. minimum)		Advance (per sq. ft.)	Standard (per sq. ft.)		Subtotal
☐	Vacuum once prior to show opening. *Includes emptying of waste baskets*	1	X		X	$0.70	$0.91	$	
☐	Vacuum once prior to show opening and daily thereafter. *Includes emptying of waste baskets*	3	X		X	$0.65	$0.85	$	

If special cleaning services are required, please call the Brede Customer Service Department.

Important Notes

- Orders cancelled prior to move-in will be charged 50% of the original price.
- Orders cancelled after move-in begins will be charged 100% of the original price.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Calculate

Cleaning Total $ _____

- Transfer this total to the *Order Summary / Payment* form.
- Payment Method must be completed to process orders.
- Orders received without full payment or credit card will not be processed.

Booth Cleaning

Exhibiting Company _____

Booth Number _____

COMPLETE and SUBMIT this form:

by mail *Brede Exposition Services | 5140 Colorado Boulevard | Denver, CO 80216-3120 | USA* ***by fax*** *303.321.8694*

Brede EXPOSITION SERVICES

The Fly Fishing Show

Denver Mart
Denver, CO
January 8-10, 2016

The Fly FISHING Show

Order Form

Submit this form if the exhibiting company intends to use a contractor other than Brede Exposition Services. If the exhibiting company fails to comply with any or all of the requirements listed below, the non-official contractor will not be permitted to service your exhibit, and Brede Exposition Services must be hired for installation and dismantle labor. The non-official contractor will be able to provide supervision only.

Contractor Requirements

Non-official contractors must use labor supplied by Brede Exposition Services unless the following requirements are fulfilled:

- Exhibitors must return this completed form to Brede Exposition Services at least thirty (30) days prior to the show.
- Non-official contractors must **submit proof of adequate insurance**, in the form of an original policy rider, listing Brede as an additional insured, furnished by their broker to Brede's office no later than thirty (30) days in advance of actual installation dates. This must include a copy of your Worker's Compensation Insurance.
- Non-official contractors must furnish show management the names, addresses and telephone numbers of key executives for emergency contact.
- All personnel must be properly badged at show site.

Non-official installation and dismantle contractors may provide supervision. Non-official contractors are allowed on the exhibit floor only during official installation and dismantle hours, providing the information above is supplied.

Contractor Information

NON-OFFICIAL CONTRACTOR: _____

ADDRESS: _____

_____

_____

PHONE#: _____ **FAX#:** _____

EMAIL ADDRESS: _____ **CELL#:** _____

CONTACT IN BOOTH: _____

Booth Number _____

Exhibiting Company _____

COMPLETE and SUBMIT this form:

by mail *Brede Exposition Services | 5140 Colorado Boulevard | Denver, CO 80216-3120 | USA* ***by fax*** *303.321.8694*

Non-Official I&D Contractor

Brede EXPOSITION SERVICES

The Fly Fishing Show

Denver Mart
Denver, CO
January 8-10, 2016

The Fly FISHING Show

Order Form

Submit this form if you wish to order signage from Brede.
Enter the Graphics Total below on Order Summary / Payment form.
Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: December 23, 2015

Standard Sizes

Standard signs are digitally produced with color copy, mounted on white foam board, and include up to 10 words.

Qty	Size	Advance	Standard	Subtotal
_____	11" X 14"	$ 61.00	$ 80.50	$ _____
_____	14" X 22"	$ 76.50	$ 101.00	$ _____
_____	22" X 28"	$ 99.00	$ 130.00	$ _____
_____	28" X 44"	$ 146.00	$ 190.00	$ _____

Indicate sign copy & layout here

**File conversion, retouching, cloning or color correcting may incur additional labor charges.*

Custom Sizes

Brede can provide digital graphic reproduction in custom sizes. Please contact us for full-color, photo-quality, high resolution digital printing in virtually any size for banners, exhibit graphics and more.

Length		Width		Square footage		Advance	Standard		Subtotal
	X		=		X	$18.80 *per sq. ft.*	$27.00 *per sq. ft.*	= $	

Ten (10) sq. ft. minimum order

☐ Foamcore ☐ Masonite ☐ PVC ☐ Plexi ☐ Gatorfoam ☐ Other _____

Select one
☐ Vertical
☐ Horizontal

Special instructions

_____

_____

_____

Important Notes

- Orders cancelled will be charged 100% of the original price.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Calculate

Subtotal $ _____
4.75% CO Tax $ _____
Graphics Total $ _____

- Transfer this total to the *Order Summary / Payment* form.
- Payment Method must be completed to process orders.
- Orders received without full payment or credit card will not be processed.

Booth Number _____

Exhibiting Company _____

COMPLETE and SUBMIT this form:

by mail *Brede Exposition Services | 5140 Colorado Boulevard | Denver, CO 80216-3120 | USA* ***by fax*** *303.321.8694*

Graphics

Brede EXPOSITION SERVICES

The Fly Fishing Show

Denver Mart
Denver, CO
January 8-10, 2016

Information Form

Please be sure to inform your show site representative of the following fire regulations to ensure the safety of all parties throughout the duration of the show.

Booth Construction

Booths, platforms and space dividers shall be of materials that are rendered flame-retardant, satisfactory to the local fire department representatives. Coverings for counters or tables used within or as a part of the booth shall be flame-retardant. All electrical wiring and apparatus shall be of a 3-wire UL type approved.

Permits

A permit shall be required for the following:

- Display and operation of any heater, barbecue, heat-producing or open flame device, candles, lamps, lanterns, torches, etc.
- Display or operation of any electrical, mechanical, or chemical device which may be deemed hazardous by the local fire department.
- Use or storage of flammable liquids and dangerous chemicals.
- Display of any internal combustion engine (special requirements available upon request).
- Use of any compressed gases (permit required for 32CF bottles 1/2 full or less).

Obstructions

Aisles and exits, as designated on approved show plans, shall be kept clean, clear and free of obstacles. Booth construction shall be substantial and fixed in position in specified areas for the duration of the show. Easels, signs, etc., shall not be placed beyond the booth area into aisles. Firefighting equipment shall be provided and maintained in accessible, easily-seen locations and may be required to be posted with designating signs.

Flame Retardant Treatment

All decorations, drapes, signs, banners, acoustical materials, cotton, paper, hay, straw, moss, split bamboo, plastic cloth and similar materials shall be flame-retardant unless smaller than 1,232 square inches (28" x 44") if separated from other combustibles by a minimum of 12" horizontally and 24" vertically. Oil cloth, tar paper, nylon and certain other plastic materials cannot be made flame-retardant, therefore their use is prohibited .

Combustibles

Literature on display shall be limited to reasonable quantities (one-day supply). Reserve supplies shall be kept in closed containers and stored in a neat and compact manner in a location approved by the fire department. All exhibit and display empty cartons must be stored in an approved drayage area. If show is under a 24-hour approved manned security program, automobiles are allowed to retain 1 gallon or less of fuel, and gas caps must be taped. Batteries are to be disconnected and taped.

Storage behind booth backwall is strictly prohibited.

Fire Regulations

phone *303.399.8600*
fax *303.321.8694*
e-mail *cscolorado@brede.com*

DENVER MART
The Center Of It All

451 East 58th Avenue, Suite 2490 | Denver, Colorado 80216-8470 | denvermart.com | 303.292.6278 | 800.289.6278
fax 303.531.6976 | debbie@denvermart.com

Electrical Service Order Form

Event Name_____ Event Date _____ Booth Number _____

Company_____ Phone Number _____ Fax Number_____

Address_____ City_____ State ____ Zip_____

Ordered by_____ Title_____ Email _____

Signature_____ Date _____

Service Requested	Amps. Max.	Watts Max.	Quantity	10 Business Days Before Event	Less than 10 Business Days Before Event	Day of/On Site Floor Rate	Total
110 Volts	5	500		$60.00	$85.00	$120.00	
110 Volts	10	1,000		$70.00	$90.00	$140.00	
110 Volts	15	1,500		$80.00	$95.00	$160.00	
110 Volts	20	2,000		$90.00	$100.00	$180.00	
208v Single Phase	10	---		$130.00	$230.00	$260.00	
208v Single Phase	20	---		$160.00	$260.00	$320.00	
208v Single Phase	30	---		$190.00	$290.00	$380.00	
208v Three Phase	10	---		$170.00	$270.00	$340.00	
208v Three Phase	20	---		$200.00	$300.00	$400.00	
208v Three Phase	30	---		$230.00	$330.00	$460.00	

Total Due:

IMPORTANT POLICY

DUE TO ELECTRICAL REGULATIONS, ALL ELECTRICAL HOOKUPS MUST BE PERFORMED BY A QUALIFIED ELECTRICIAN. ***The Denver Mart DOES NOT supply extension cords.*** All extension cords MUST BE three-prong grounded type.

When ordering 208-volt service, the exhibitor must provide the male and female connectors. The electrical service is provided to a disconnect box and includes ONLY wiring of the female plug with pigtail to the disconnect. Any additional wiring to the equipment or elsewhere will be charged as labor at current rates with a one-hour minimum by our electrical contractor. Payment must be made at the time of service.

Any special requirements, such as electrical service not listed above, etc., must be ordered immediately upon receipt of this form. Please include the specific information as to 1) VOLTAGE, 2) AMPERAGE, and 3) TOTAL NUMBER OF LINES REQUESTED. Also include a copy of the electrical specifications for the machine(s) you wish to be connected. For large booths, please include a sketch illustrating the location desired for each outlet. Although every effort will be made to comply with your exact requirements, the Mart reserves the right to make modifications in the location to be compatible with the overall electrical system.

The Denver Mart reserves the right to limit, reduce and/or discontinue electrical service to any exhibitor or booth(s) to prevent electrical hazard and/or maintain human safety.

CHECK OR MONEY ORDER (MADE PAYABLE TO THE DENVER MART) OR CREDIT CARD INFORMATION MUST ACCOMPANY THIS FORM.

RETURN NO LATER THAN 10 BUSINESS DAYS PRIOR TO EVENT

❑ VISA ❑ MASTERCARD ❑ AMERICAN EXPRESS AMOUNT $_____

Cardholder Name_____ CVV#_____
(3-4 digit security code)

Card#_____ Exp. Date_____

Billing Address_____ City_____ State_____ Zip_____

Signature_____ Date _____

I, the cardholder, authorize the amount specified above be charged to my credit card.

RETURN TO:
The Denver Mart
Attn: Debbie Reed
451 East 58th Avenue, Suite 4270
Denver, CO 80216-8470

FAX FORM TO: 303.531.6976
Debbie@denvermart.com

PLEASE NOTE:
Electrical service other than listed above will be priced on request, please contact DEBBIE REED at 303.292.6278 ext. 5202.

Revised 1/5/2015

DENVER MART
The Center Of It All

451 East 58th Avenue, Suite 2490 | Denver, Colorado 80216-8470 | denvermart.com | 303.292.6278 | 800.289.6278
fax 303.297.8473 | sales@denvermart.com

Equipment Order Form

The following equipment is included in the cost of your room/booth rental

Tables and risers are not covered/skirted, contact the official service contractor for covers, table skirting and upgraded furniture.

number of tables
30" wide, 29 ½" floor to top of table

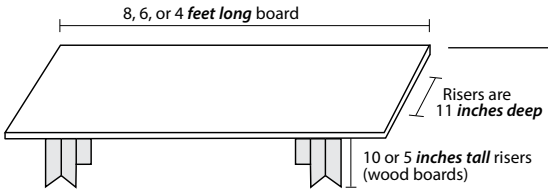
8' tables____ 6' tables____ 4' tables____

number of clothing racks
(stationary) total width 5'

single (4' hang space x 5' high) _____ double (4' hang space x 6' high) _____

number of table risers
11" deep

8' long boards on top of 10" tall risers	8' long boards on top of 5" tall risers	6' long boards on top of 10" tall risers	6' long boards on top of 5" tall risers	4' long boards on top of 10" tall risers	4' long boards on top of 5" tall risers
_____	_____	_____	_____	_____	_____



Exhibitor is responsible for providing covers for plain wood board table risers.

number of chairs _____

number of waste baskets _____

☐ **we do not need equipment**

event name _____ event date _____

company name _____ booth number _____

address _____

city _____ state _____ zip _____

phone number _____ fax number _____ email _____

ordered by _____ title _____

signature _____ date _____

RETURN NO LATER THAN 10 BUSINESS DAYS PRIOR TO EVENT

RETURN TO
The Denver Mart
Attention: Event Services Manager
451 East 58th Avenue, Suite 2490
Denver, CO 80216-8470

FAX FORM TO: 303.297.8473
sales@denvermrt.com
karla@denvermart.com

QUESTIONS?
Call 303.292.6278

Revised 1/5/2015

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Payment and service is per device.

HOW TO CONNECT:

1. **In your device's wireless settings choose the *dmmwireless* network.***
2. **Launch your internet browser (Internet Explorer, Firefox, Safari, Chrome)**

   If the payment page does not appear, open Google or Yahoo, and you will be redirected to the DMM Wireless payment page.

   On the login page, click on **START HERE**.

3. **Select the plan you would like *(hour, day, week)* and enter quantity desired. Click SUBMIT. *Payment and service is per device.***

   Service starts at the time of purchase and is per 24 hours. For example, if you choose a 2 day package and pay on Friday at 1:12 pm the service will end on Sunday at 1:12 pm.

4. **Click PURCHASE and fill out billing information, then click SUBMIT.**

   You should now be connected.

   If your device goes into ***sleep mode***, it may disconnect service. Simply open your internet browser and the device will reconnect.

* *SSID (Service Set Identifier) will be set to dmmwireless.*

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